



## UNITED STATES PATENT AND TRADEMARK OFFICE

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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/063,124	03/22/2002	Chris Sandoval	201-0013 DBK

28395  
BROOKS & KUSHMAN P.C./FGTI  
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SOUTHFIELD, MI 48098



CONFIRMATION NO. 5947

## FORMALITIES LETTER



\*OC000000007748709\*

Date Mailed: 03/29/2002

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 130.**

*A copy of this notice **MUST** be returned with the reply.*

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PART 2 - COPY TO BE RETURNED WITH RESPONSE

06/11/2002 BABRAHA1 00000128 061510 10063124

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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re application of:

CHRIS SANDOVAL ET AL

Serial No.: 10/063,124

Filed: MARCH 22, 2002

For: METHOD FOR IMPLEMENTING A BEST PRACTICE IDEA

Attorney Docket No.: FMC 1371 PUSP / 201-0013



Group Art Unit: 2122

**MISSING PARTS TRANSMITTAL LETTER**

Attention: Box Missing Parts  
Commissioner for Patents  
United States Patent and Trademark Office  
Washington, D.C. 20231

Sir:

Enclosed with reference to the above matter are the following documents:


1. Notice to File Missing Parts of Application;
2. Declaration for Patent Application;

The Commissioner is hereby authorized to charge the fee of \$130 for late filing of the Declaration, together with any additional fees, to the Deposit Account of Ford Global Technologies, Inc., No. 06-1510. A duplicate of this Transmittal Letter is enclosed for that purpose.

Respectfully submitted,

CHRIS SANDOVAL ET AL

Date: May 29, 2002

By:   
JOHN S. Le ROY  
Reg. No. 48,158  
Attorney/Agent for Applicants


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**CERTIFICATE OF MAILING UNDER 37 C.F.R. § 1.8**

I hereby certify that this paper, including all enclosures referred to herein, is being deposited with the United States Postal Service as first-class mail, postage pre-paid, in an envelope addressed to: Attention: Box Missing Parts, Commissioner for Patents, United States Patent and Trademark Office, Washington, D.C. 20231 on:

05/29/2002  
Date of Deposit

JOHN S. Le ROY  
Name of Person Signing

  
Signature